

## **AIR EMISSION LICENSE TRANSFER APPLICATION**

Attached is the set of material required to process an air emission license transfer. The set includes:

- 1) the appropriate section of the application form which must be filled out (includes instructions);
- 2) a mandatory signatory requirement form for the responsible official;
- 3) a form for publishing the mandatory public notice of intent to file;
- 4) no fees are required with this submittal.

Please complete the enclosed section of the application form. The transfer process also requires that in addition to being published in the newspaper, the notice of intent to file be mailed by certified mail to all abutting landowners within 30 days prior to the filing of the application. In addition, a letter is needed to process the license transfer indicating the following information:

- (a) The full name and address of the new owner;
- (b) The date of the official sale;
- (c) A copy of the purchase agreement or deed showing transfer of ownership;
- (d) A statement that there will be no increase in air emissions beyond that provided for in the existing license, either in quantity or type, without prior written permission from the Department;
- (e) A demonstration of technical and financial capacity and intent to: (a) comply with all conditions of the applicable license or permit, and (b) satisfy all applicable statutory criteria.

The completed air emission transfer application, copy of the above 'published notice' from the newspaper, and signatory form should be mailed to:

Department of Environmental Protection  
Bureau of Air Quality  
17 State House Station  
Augusta, ME 04333-0017

If there are any questions regarding this application or information, please contact Marc Allen Robert Cone at the above address or telephone (207) 287-2437.

## **INSTRUCTIONS FOR SECTION A FACILITY INFORMATION**

**Facility ID Number:** The facility ID number is to be noted at the top of each page throughout the entire application. This number is the license number assigned to an existing facility or the name of the facility in the case of a new source.

**Page Number:** This is to be filled out by the applicant as a sequential system of numbering all pages included in the application.

### **Facility Information**

**Facility Name:** The actual facility name, not the corporate or other name, as it would appear on a license.

**Street Address:** The physical location of the facility.

**City/Town, County, Zip Code:** City/Town name, County and nine digit zip code of the facility location.

**Owner/Firm Name:** The name of the owner or the firm that owns the facility.

**Facility and Application Description:** A description of the facility operations and the purpose for this application.

**Current License Number:** (if an existing facility) The number of the Air Emission License the facility is currently operating under.

**Application Number:** To be filled in by the Department.

**Chapter 140 and Chapter 115 Checklist:** Check the appropriate box for the type of application being filed for. (Please specify other, if applicable)

**Facility Contact Mailing Address**

**Name:** Person familiar with the application and plant operations.

**Affiliation:** Name of affiliated company, if the same state "same".

**Title:** Title/position of contact person.

**Telephone Number:** Area code, number and any extension of the person named as contact.

**Fax Number:** Area code and number of the person named as contact.

**Street Address:** The address at which the contact is located.

**City/Town, State, Country, Zip Code:** City/Town, State, Country and nine digit zip code of the contact location.

**Facility Classification:** Check the appropriate box for the type of facility applying for the license (please specify other, if applicable).

**Application Contact Mailing Address**

**Name:** Person who completed the application.

**Affiliation:** Name of affiliated company, if the same state "same".

**Title:** Title/position of the person who completed the application.

**Telephone Number:** Area code, number and any extension of the person who completed the application.

**Fax Number:** Area code and number of the person who completed the application.

**Street Address:** The address at which the person who completed the application is located.

**City/Town, State, Country, Zip Code:** City/Town, State, Country and nine digit zip code of the location of the person who completed the application.

**Owner/Firm Contact Mailing Address**

**Name:** Name of individual or corporation that owns the facility.

**Affiliation:** Name of affiliated company, if the same state "same".

**Telephone Number:** Area code, number and extension of the owner.

**Fax Number:** Area code and number of the individual or corporation.

**Street Address:** The address at which the owner/firm is located.

**City/Town, State, Country, Zip Code:** City/Town, State, Country and nine digit zip code of the location of the owner/firm.

**Owner Classification:** Check the appropriate box for the classification of the owner (please specify other, if applicable).

**Corporate Legal Staff Mailing Address (if needed)**

**Name:** Name of the legal staff representing the applicant.

**Affiliation:** Name of affiliated company, if the same state "same".

**Telephone Number:** Area code, number and extension of the representative for legal staff.

**Fax Number:** Area code and number of the representative for legal staff.

**Street Address:** The address at which the legal staff is located.

**City/Town, State, Country, Zip Code:** City/Town, State, Country and nine digit zip code of the location of the legal staff.

**Certification:** A required signature under this section certifies that all of the information supplied in this application is true, complete and accurate.

## Section A: FACILITY INFORMATION

### Facility

Name to Appear on License:

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Facility Address:

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City/Town:

County:

Zip Code:

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Owner/Firm Name:

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### Facility and Application Description

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Current License # :        A - \_\_\_\_ - \_\_\_\_ - \_\_\_\_ - \_\_\_\_

Application # :    A - \_\_\_\_ - \_\_\_\_ - \_\_\_\_ - \_\_\_\_ (to be filled in by the Department)

#### CHAPTER 140

- ☐ Issuance of an Initial Part 70 License
- ☐ Renewal of a Part 70 Source License
- ☐ New Source Part 70 License
- ☐ Major Modification of a Part 70 Source
- ☐ Minor Modification of a Part 70 Source
- ☐ Part 70 Major Change
- ☐ Part 70 Minor Change
- ☐ Other: \_\_\_\_\_

#### CHAPTER 115

- ☐ Renewal of a Major Source License
- ☐ Renewal of a Minor Source License
- ☐ New Minor Source License
- ☐ Major Modification of a Major Source
- ☐ Major Modification of a Minor Source
- ☐ Minor Modification of a Major Source
- ☐ Minor Modification of a Minor Source
- ☐ Other: \_\_\_\_\_

**Section A: FACILITY INFORMATION (cont.)**

Facility Contact Mailing Address

Name: (Last, First, Middle Initial)

Phone #:

Affiliation:

Title:

Fax #:

Street Address:

City/Town:

State:

Country:

Zip Code:

Facility Classification:

☐ Education/Institutional

☐ Hospital

☐ Residential

☐ Industrial

☐ Commercial

☐ Utility

☐ Other: \_\_\_\_\_

Application Contact Mailing Address

Name: (Last, First, Middle Initial)

Phone #:

Affiliation:

Title:

Fax #:

Street Address:

City/Town:

State:

Country:

Zip Code:

**Section A: FACILITY INFORMATION (cont.)**

Owner / Firm Contact Mailing Address

Name: (Last, First, Middle Initial)

Phone #:

Affiliation:

Title:

Fax #:

Street Address:

City/Town:

State:

Country:

Zip Code:

Owner Classification:

☐Federal ☐State ☐Municipal ☐Corporate/Partnership ☐Individual ☐Other: \_\_\_\_\_

Corporate Legal Staff Mailing Address (if needed)

Name: (Last, First, Middle Initial)

Phone #:

Affiliation:

Title:

Fax #:

Street Address:

City/Town:

State:

Country:

Zip Code:

Certification

"I certify under penalty of law that, based on information and belief formed after reasonable inquiry, I believe the information included in the attached document is true, complete, and accurate."

Designated Representative:

Title:

Signature:

Date:

\_\_\_\_ / \_\_\_\_ / \_\_\_\_

1. To be advertised once by the applicant in a newspaper of general circulation in the area of the project location, within 30 days prior to the filing of the application.
2. For major modifications, new major sources, or new Part 70 sources, this notice must also be mailed by certified mail to all abutting landowners, within 30 days prior to the filing of the application.
3. A copy of the "published" notice is to be submitted with the application.

## **PUBLIC NOTICE OF INTENT TO FILE**

Please take notice that \_\_\_\_\_

\_\_\_\_\_  
*(name, address, and phone number of applicant)*

intends to file an Air Emission License application with the Maine Department of Environmental Protection (DEP) pursuant to the provisions of 38 M.R.S.A., Section 590 on \_\_\_\_\_.

The application is for \_\_\_\_\_  
*(submittal date)*

\_\_\_\_\_  
*(summary of project)*

at \_\_\_\_\_. According to Department regulations, interested  
*(project location)*

parties must be publicly notified, written comments invited, and if justified, an opportunity for public hearing given. A request for a public hearing or for the Board of Environmental Protection to assume jurisdiction must be received by the Department, in writing, no later than 20 days after the application is accepted by the Department as complete for processing.

The application and supporting documentation are available for review at the Bureau of Air Quality (BAQ) of DEP offices in Augusta, located in the Upham Building at 71 Hospital Street, (207) 287-2437, during normal working hours. A copy of the application and supporting documentation may also be seen at the municipal office in \_\_\_\_\_, Maine.  
*(town)*

Written public comments may be sent to \_\_\_\_\_ at the Bureau of  
*(project manager)*

Air Quality, State House Station #17, Augusta, Maine 04333.



## SIGNATORY REQUIREMENT

Each application submitted to the Department must be signed by the applicant, or the applicant's duly authorized officer or agent, and include the following certification signed by a Responsible Official:

"I certify under penalty of law that, based on information and belief formed after reasonable inquiry, I believe the information included in the attached document is true, complete, and accurate."

\_\_\_\_\_  
Responsible Official

\_\_\_\_\_  
Date

*"Responsible official" means one of the following:*

- A. *For a corporation: a president, secretary, treasurer, or vice-president of the corporation in charge of a principal business function, or any other person who performs similar policy or decision-making functions for the corporation, or a duly authorized representative of such person if the representative is responsible for the overall operation of one or more manufacturing, production, or operating facilities applying for or subject to a permit and either:*
  - 1. *The facilities employ more than 250 persons or have gross annual sales or expenditures exceeding \$25 million (in second quarter 1980 dollars); or*
  - 2. *The delegation of authority to such representatives is approved in advance by the permitting authority;*
- B. *For a partnership or sole proprietorship: a general partner or the proprietor, respectively;*
- C. *For a municipality, State, Federal, or other public agency: Either a principal executive officer or ranking elected official. For the purposes of this part, a principal executive officer of a Federal agency includes the chief executive officer having responsibility for the overall operations of a principal geographic unit of the agency (e.g., a Regional Administrator of EPA); or*
- D. *For Title IV sources:*
  - 1. *The designated representative, having the meaning given to it in section 402(26) of the CAA, in so far as actions, standards, requirements, or prohibitions under title IV of the Act or the regulations promulgated thereunder are concerned; and*
  - 2. *The designated representative, having the meaning given to it in section 402(26) of the CAA, for any other purposes under part 70.*